

R277. Education, Administration.

R277-501. Educator Licensing.

R277-501-1. Authority and Purpose.

(1) This rule is authorized by:

(a) Utah Constitution Article X, Section 3, which vests general control and supervision over public education in the Board;

(b) Section 53A-1-401, which allows the Board to make rules to execute the Board's duties and responsibilities under the Utah Constitution and state law; and

(c) Section 53A-6-104, which gives the Board power to issue licenses.

(2) This rule specifies the types of licenses and license areas of concentration available and the requirements and procedures for obtaining a license, required for employment as a licensed educator in the public schools of Utah.

R277-501-2. Definitions.

(1) "Accredited school" means a public or private school that:

(a) meets standards essential for the operation of a quality school program; and

(b) has received formal approval through a regional accrediting association.

(2) "Comprehensive Administration of Credentials for Teachers in Utah Schools" or "CACTUS" means the electronic file maintained on all licensed Utah educators including information such as:

(a) personal directory information;

(b) educational background;

(c) endorsements;

(d) employment history; and

(e) a record of disciplinary action taken against the educator.

(3) "Endorsement" means a designation on a license area of concentration earned through demonstrating required competencies established by the Superintendent that qualifies the individual to:

(a) provide instruction in a specific content area; or

(b) apply a specific set of skills in an education setting.

(4) "LEA" includes, for purposes of this rule, the Utah Schools for the Deaf and the Blind.

(5)(a) "License areas of concentration" or "license area" means a designation on a license of the specific educational setting or role for which the individual is qualified, to include the following:

(i) Early Childhood;

(ii) Elementary;

(iv) Secondary;

(v) Educational Leadership

(vi) Career and Technical Education or "CTE";

(vii) School Counselor;

(viii) School Psychologist;

(ix) Special Education;

(x) Preschool Special Education;

(xi) Deaf Education;

(xii) Speech-Language Pathologist; and

(xiii) Speech-Language Technician.

(6) "Licensing Jurisdiction" means the designated educator licensing authority in any foreign country or state of the United States of America and the Department of Defense Education Activity (DoDEA).

(7) "Renewal" means reissuing or extending the length of a license consistent with R277-500.

R277-501-3. Program Approval and Requirements.

(1) The Superintendent shall accept educator license recommendations from educator preparation programs that have applied for Board approval and have met the requirements described in this Rule R277-502 and the Standards for Program Approval established in:

(a) Rule R277-504;

(b) Rule R277-505; or

59 (c) Rule R277-506.

60 (2) The Superintendent may establish deadlines and uniform forms and procedures
61 for all aspects of program licensing approval.

62 (3) To be approved for license recommendation an educator preparation program
63 shall:

64 (a) have a physical location in Utah where students attend classes or if the program
65 provides only online instruction:

66 (i) have the program's primary headquarters located in Utah; and

67 (ii) be licensed to do business in Utah through the Utah Department of Commerce;

68 (b) include requirements designed to ensure that the educator is able to meet the
69 Utah Effective Educator Standards established in R277-530;

70 (c) include requirements, if the program offers content endorsement preparation,
71 that are, at minimum, equivalent to the competency requirements for the endorsement as
72 established by the Superintendent;

73 (d) establish entry requirements, approved by the Superintendent, that are designed
74 to ensure that only high quality individuals enter the licensure program, which include
75 measures of:

76 (i) previous academic success;

77 (ii) disposition for employment in an educational setting; and

78 (iii) basic skills in reading, writing, and mathematics;

79 (e) include a student teaching or intern experience that meets the requirements
80 detailed in Rules R277-504, R277-505, and R277-506; and

81 (f) include a pedagogical performance assessment meeting standards established
82 by the Superintendent for all new students enrolled in the program after January 1, 2020
83 in all license area in which such an assessment is available.

84 (4) The Superintendent shall lead the approval review for any Board-approved
85 educator preparation program seeking to maintain or receive program approval.

86 (5) The Superintendent shall be responsible for:

87 (a) observing and monitoring the approval review process;

88 (b) reviewing subject specific programs to determine if the program meets state

standards for licensure in specific areas;

(c) reviewing program procedures to ensure that Board requirements for licensure are followed; and

(d) reviewing licensure candidate files to determine if the program followed Board requirements for licensure .

(6) After completion of the approval review site visit, a Board-approved educator preparation program, working with the Superintendent, shall prepare and submit a program approval request for consideration by the Board that includes:

(a) a program summary;

(b) approval review findings;

(c) program areas of distinction;

(d) program enrollment; and

(e) program goals and direction.

(7) If the program approval request is approved by the Board, the program shall be considered Board-approved until the next scheduled approval review visit.

(8)(a) Notwithstanding Subsection 8, the Superintendent may place a program on probation for:

(i) failure to meet program requirements detailed in applicable Board rules; and

(ii) submission of inadequate or incomplete information in a report required under this R277-502.

(b) The Board may revoke its approval of a probationary program that fails to meet probationary requirements with at least one year's notice.

(9) If a new educator preparation program seeks Board approval or a previously Board-approved educator preparation program seeks approval for additional license area preparation and endorsements, the program shall submit an application to the Superintendent including:

(a) information detailing the exact license areas of concentration and endorsements that the program intends to award;

(b) detailed requirement information, including required course lists, course descriptions, and course syllabi for all courses that will be required as part of a program;

119 (c) detailed information showing how the program will ensure that the educator
120 satisfies all standards in the Utah Effective Educator Standards established in Rule
121 R277-530 and Professional Educator Standards established in Rule R277-515;

122 (d) information about program timelines and anticipated enrollment.

123 (10) The Board shall approve or deny applications for new educator preparation
124 programs.

125 (11)(a) The Superintendent shall review and approve or deny applications from
126 previously Board-approved educator preparation programs desiring Board approval for
127 additional license areas and endorsements.

128 (b) The Superintendent may grant preliminary approval pending Utah State Board
129 of Regents approval of a new program if the program is within a public institution.

130 (12) An educator preparation program seeking Board approval may apply to the
131 Board for probationary approval for a maximum of three years contingent on the completion
132 of the approval process.

133 (13) A Board-approved educator preparation program shall submit an annual report
134 to the Superintendent by July 1 of each year, which shall include the following:

135 (a) student enrollment counts designated by anticipated license area of
136 concentration and endorsement and disaggregated by gender and ethnicity;

137 (b) information explaining any significant changes to program requirements or
138 content;

139 (c) the program's response to areas of concern or areas of focus identified by the
140 Superintendent; and

141 (d) information regarding any program-determined areas of concern or areas of
142 focus and the program's planned response.

143 (14) The Superintendent shall provide reporting criteria to Board-approved educator
144 preparation programs regarding the annual report and designated areas of concern or
145 focus by January 31 annually.

146 (15) An individual that completes a Board-approved educator preparation program
147 may be recommended for licensure within five years of program completion if the individual
148 meets current licensing requirements.

(16)(a) If five years have passed since an individual completed a Board-approved preparation program, the individual may be recommended for licensure following review by the individual program.

(b) The preparation program officials shall determine whether any content or pedagogy requirement previously met meets current program standards and if additional requirements are necessary to recommend licensure.

(c) The individual shall complete all requirements established by program officials before receiving a license recommendation from the program.

R277-501-4. License Structure.

(1) Utah educator licenses include the following licenses:

(a) Associate educator license;

(b) Professional educator license; and

(c) LEA-specific educator license.

(2) All new Utah educator licenses shall include general, content knowledge, and pedagogical requirements.

(3) The Superintendent may only issue a single active Utah educator license to an individual.

(4) An educator license shall include at least one area of concentration.

(5) License areas of concentration and endorsements shall have a designation of:

(a) associate;

(b) professional; or

(c) LEA-specific.

(6) An associate educator license may only include associate or LEA-specific license areas of concentration and endorsements.

(7) An LEA-specific educator license may only include LEA-specific license areas of concentration and endorsements.

(8) The Superintendent may establish deadlines and uniform forms and procedures for all aspects of licensing.

(9) The Superintendent shall review, adopt, and establish passing standards for all

assessments required for educator licensing.

(10)(a) All licenses expire on June 30 of the year of expiration and may be renewed any time after January 1 of the same year.

(b) Responsibility for license renewal rests solely with the licensee.

R277-501-5. Associate Educator License Requirements.

(1) The Superintendent shall issue an associate educator license to an individual that applies for the license and that meets all requirements in this Section R277-501-5.

(2) An associate educator license, license area, or endorsement is valid for three years.

(3) The Superintendent may only renew an associate educator license if:

(a) the individual has less than three years of experience in a Utah public or accredited private school; or

(b) the individual is employed by a Utah public or accredited private school and the employer has requested a 1 year extension of the license.

(4) The general requirements for an associate educator license shall include:

(a) completion of a criminal background check including review of any criminal offenses and clearance in accordance with Rule R277-214;

(b) completion of the educator ethics review described in R277-500 within one calendar year prior to the application; and

(c) one of the following:

(i) a bachelor's degree or higher from a regionally accredited institution;

(ii) current enrollment in a university-based educator preparation program that will result in a bachelor's degree or higher from a regionally accredited institution; or

(iii) skill certification in a specific CTE area as established by the Superintendent.

(5) The content knowledge requirements for an associate educator license shall include:

(a) for an elementary license area, passage of an elementary content knowledge test, approved by the Superintendent, that distinctly measures content in:

(i) mathematics;

(ii) reading/language arts;

(iii) social studies; and

(iv) science;

(b) for a secondary or CTE license area with a content endorsement, one of the following:

(i) passage of a content knowledge test approved by the Superintendent, where available;

(ii) a bachelor's degree or higher with a major in the content area from a regionally accredited university; or

(iii) enrollment in a program that will result in a degree described in Subsection ii; and

(c) for all other license areas, enrollment in a Board-approved educator preparation program.

(6) The pedagogical requirements for an associate educator license shall include:

(a) successful completion of professional learning modules created or approved by the Superintendent in:

(i) educator ethics;

(ii) classroom management and instruction; and

(iii) special education; or

(b) enrollment in a Board-approved educator preparation program.

(7) An individual holding a professional educator license may receive an associate license area or endorsement in additional areas if all the requirements of this section are met.

(8) A license applicant who has received or completed license preparation activities inconsistent with this rule may present compelling information and documentation for review and approval by the Superintendent to satisfy the associate educator license requirements.

(9) The Superintendent shall designate a panel of at least three Board staff members to review an appeal made under subsection (8).

(10) An LEA that employs an individual that holds an associate educator license

shall develop a personalized professional learning plan designed to support the educator in meeting the requirements for a professional educator license within the first 60 days of employment, which shall:

(a) be provided to the Superintendent upon request; and

(b) consider:

(i) previous education related experience;

(ii) previous educational preparation activities; and

(iii) a formal discussion and observation process within the first 30 days of employment.

R277-501-6. Professional Educator License Requirements.

(1) The Superintendent shall issue a professional educator license to an individual that applies for the license and meets all requirements in this Section R277-501-6.

(2) A professional educator license, license area, or endorsement is valid for five years.

(3) The general requirements for a professional educator license shall include:

(a) all general requirements for an associate educator license under Subsection R277-501-5(4); and

(b) one of the following:

(i) a recommendation from a Board-approved educator preparation program;

(ii) a recommendation from a Utah LEA;

(iii) a recommendation from an accredited private school in Utah; or

(iv) a standard educator license in the area issued by a licensing jurisdiction outside of Utah that is currently valid or is renewable consistent with Section 53A-6-404.

(4) The content knowledge requirements for a professional educator license shall include:

(a) all content knowledge requirements for an associate educator license under Subsection R277-501-5(5); and

(b) demonstration of all content knowledge competencies as established by the Superintendent.

(5) The pedagogical requirements for professional educator license shall include:
(a) demonstration of all pedagogical competencies as established by the
Superintendent; and

(b) passage of a pedagogical performance assessment meeting standards
established by the Superintendent, where available.

(6) An individual holding a Utah level 1, level 2, or level 3 educator license on
January 1, 2020 is considered to have met the pedagogical requirements described in
Subsection (5).

(7) An individual holding a Utah level - APT educator license that is employed by a
Utah LEA and an individual enrolled in ARL or a Board-approved educator preparation
program on January 1, 2020 may meet the content knowledge and pedagogical
requirements described in this Section R277-501-6 by completing all requirements of the
applicable program.

(8) An individual holding a Utah professional educator license and license area in
early childhood education, elementary, secondary, CTE, special education, or deaf
education is considered to have met the pedagogical performance assessment requirement
of Subsection (5)(b) if applying to add any of the license areas in the subsection.

(9) A license applicant who has received or completed license preparation activities
inconsistent with this rule may present compelling information and documentation for
review and approval by the Superintendent to satisfy the professional educator license
requirements.

(10) The Superintendent shall designate a panel of at least three Board staff
members to review an appeal made under Subsection (9).

R277-501-7. Educator Licenses Issued by Licensing Jurisdictions Outside of Utah.

(1)The Superintendent shall review applications for a Utah educator license for
individuals holding educator licenses issued by licensing jurisdictions outside of Utah to
determine if the applicant has met the requirements for a Utah license under this rule.

(2) The Superintendent shall accept scores from an applicant that meet the Utah
standard for passing on assessments from licensing jurisdictions outside of Utah that utilize

the same assessment as Utah as meeting the requirements of this rule.

(3) The Superintendent shall accept scores from an applicant on reasonably equivalent content knowledge or pedagogical performance assessments utilized by licensing jurisdictions outside of Utah that meet the passing standard of that jurisdiction as meeting the requirements of this rule.

(4) The Superintendent shall accept demonstrations of content knowledge and pedagogical competencies from an applicant utilized by licensing jurisdictions outside of Utah that are reasonably equivalent to Utah competencies.

(5) Individuals with 4 or more years of successful experience in a public or accredited private school under a standard license issued by another jurisdiction shall be considered to have met both the content knowledge and pedagogical assessment requirements in the areas and subjects taught.

R277-501-8. LEA-specific Educator License Requirements

(1) The Superintendent shall issue an LEA-specific educator License to an individual for whom an LEA governing board applies on behalf of and that meets all requirements in this Section R277-501-8.

(2) An LEA-specific license, license area, or endorsement is valid only within the requesting LEA.

(3) An LEA-specific license, license area, or endorsement is valid for one, two, or three years in accordance with the LEA governing board's application.

(4) An LEA-specific license area in special education or preschool special education may not be renewed.

(5) The first renewal of an LEA-specific educator License, license area, or endorsement shall be approved by the Board.

(6) The Board may require that subsequent renewals be approved by the Board on a case by case basis.

(7) The general requirements for an LEA-specific educator license shall include:

(a) completion of a criminal background check including review of any criminal offenses and clearance in accordance with Rule R277-214;

(b) completion of the educator ethics review described in Rule R277-500 within one calendar year prior to the application; and

(c) approval of the request by the LEA governing board in a public meeting no more than 60 days prior to the application.

(8) The content knowledge and pedagogical requirements for an LEA-specific educator license shall be established by the LEA governing board.

(9)(a) At the request of an accredited private school, the Superintendent shall act as the governing board for the school for the purpose of requesting an LEA-specific license;

(b) Consistent with Utah law, the Superintendent may require the accredited private school to pay a fee to cover the cost of the service under Subsection (9)(a).

R277-501-9. Requirements for LEAs

(1)An LEA employing licensed educators in Utah shall adopt policies that include:

(a) mentoring for new educators that includes:

(i) providing a trained mentor educator and annual mentoring plan for at least three years for:

(A) all educators holding an associate educator license or an LEA-specific educator license; and

(B) educators holding a professional educator license with less than three years of experience;

(ii) where possible, the mentor shall hold a professional educator license, perform substantially the same duties as the educator, and have release time to work as a mentor; and

(iii) the mentor shall assist the educator to meet the Utah Effective Educator Standards established in Rule R277-530, but may not serve as an evaluator of the educator;

(b) formal professional leaning plans for individuals holding an associate educator license area or endorsement and LEA support in meeting the requirements for a professional license area, or endorsement; and

(c) ongoing training on educator ethics and special education for all individuals

353 holding an LEA-specific license.

354 (2) An LEA or accredited private school that requests LEA-specific licenses, license
355 areas, or endorsements shall prominently post the following information on each school's
356 website:

357 (a) disclosure of the fact that the school employs individuals holding LEA-specific
358 educator licenses, license areas, or endorsements;

359 (b) the percentage of the types of licenses, license areas, and endorsements held
360 by educators employed in the school based on the employees' FTE in CACTUS; and

361 (c) a link to the Utah Educator Look-up tool provided by the Superintendent in
362 accordance with Subsection R277-515-7(6).

363 (3)(a) An LEA shall recognize a STEM endorsement as a minimum of 16 semester
364 hours of university credit toward advancement on the LEA's salary schedule.

365 (b) The Superintendent shall determine the competencies required for a STEM
366 endorsement.

367 (c) The Superintendent shall determine which content area endorsements qualify
368 as STEM endorsements.

369 **R277-501-10. Effective Date.**

370 (1) This rule will be effective beginning January 1, 2020.

371 (2) This rule will supersede Rule R277-502 on January 1, 2020.

372 **KEY: professional competency, educator licensing**

373 **Date of Enactment or Last Substantive Amendment: 2018**

374 **Authorizing, and Implemented, or Interpreted Law: Art X Sec 3; 53A-6-104; 53A-1-401**